



## **Essex County Accessibility Advisory Committee Meeting Minutes**

**Thursday, November 7, 2024**

**5:00 PM**

**Council Chambers, 2nd Floor**

**360 Fairview Avenue West**

**Essex, Ontario N8M 1Y6**

**<https://video.isilive.ca/countyofessex/live.html>**

### Committee

#### Members:

Dennis Sanson, Chair  
Sherri Currie  
Kimberly DeYong, Deputy Mayor - Town of Kingsville  
Rachel Jewell  
Diana Kirkbride  
Julie Miles

#### Absent:

Debbie Alexander, Vice Chair

#### Administration:

Katherine Hebert, County Clerk  
Crystal Sylvestre, Coordinator, Legislative and  
Community Services

### 1. **Call to Order**

The Chair called the meeting to order at 5:05 PM

### 2. **Land Acknowledgement Statement**

We acknowledge the land on which the County of Essex is located is the traditional territory of the Three Fires Confederacy of First Nations, comprised of the Ojibway, Odawa and Potawatomie Peoples.

We specifically recognize Caldwell First Nation and other First Nations which have provided significant historical and contemporary contributions to this region.

We also value the contributions of all Original Peoples of Turtle Island, who have been living and working on this land from time immemorial.

3. **Recording of Attendance**

All members of the Essex County Accessibility Advisory Committee were present in the Council Chamber.

Debbie Alexander was absent.

4. **Disclosure of Pecuniary Interest**

There were no conflicts of pecuniary interest declared.

5. **Adoption of the Minutes**

**Moved By** Sherri Currie

**Seconded By** Julie Miles

That the minutes of the October 3, 2024 meeting of the Essex County Accessibility Advisory Committee be adopted as presented.

6. **Delegations and Presentations**

**6.1. Civic Centre Phase 2 Renovation Tour**

ECAAC toured the Administration Building spaces included in Phase 2 Renovations

**Moved By** Sherri Currie

**Seconded By** Kimberly DeYong

That the Essex County Accessibility Advisory Committee recess.

The Chair called the meeting back to order in Council Chambers at 5:27 PM.

7. **Communications**

Discussion included the opportunity to offer feedback to the Customer Service Standards Development Committee's initial recommendations. The Committee would discuss this at the December meeting.

**Moved By** Rachel Jewell

**Seconded By** Julie Miles

That items listed on the Essex County Accessibility Advisory Committee meeting agenda, as items 7. Communications, be received and that any noted action are taken.

**Carried**

**7.1 Accessibility Professionals Network (APN)**

[2025 Conference March 27 and 28, 2025 - Early Bird Tickets Available](#)

**7.2 Accessibility for Ontarians with Disabilities Act (AODA)**

[AODA Toolbox Latest Edition and Archives](#)

**7.3 Accessibility for Ontarians with Disabilities Act Alliance**

[AODA Alliance, What's New in Our Program?](#)

**7.4 Rick Hansen Foundation**

[Fall 2024 Newsletter](#)

**7.5 CNIB News**

[CNIB News](#)

**7.6 Customer Service Standards Development Committee**

[Improving accessible customer service standards — 2024 initial recommendations report](#)

[Feedback](#) Deadline: January 9, 2025

**8. Unfinished Business**

**8.1. ECAAC Workplan**

November Update

**8.2. Social Media Update**

The Committee reviewed the social media statistics and it was noted that followers have declined since the awareness event.

Discussion included connecting with the County of Essex Communications Department to discuss a more formal communications plan for 2025.

This discussion would be brought back to the Committee at the December meeting.

**9. Reports from Administration**

**9.1. 2024 Multi-Year Accessibility Plan Progress Review**

Katherine Hebert explained that the County was not required to submit a compliance report to the Ministry in 2024, as the reports are required biannually. An update on the Multi-Year

Accessibility Plan and the Committee's efforts would be provided to Council at its December 4, 2024 Regular Council Meeting.

**9.2. Year End Delegation to County Council**

The Committee reviewed the draft script for the December 4, 2024 Year End delegation to Essex County Council.

**10. New Business**

**10.1. Accessible Parking Space in Kingsville**

Kimberly DeYong requested an update on the accessible parking space in Kingsville on County Road 34.

Katherine Hebert explained that the Infrastructure and Planning Department (IPS) was reviewing the Traffic and Parking By-law in its entirety and that subject would form part of that review. An update from IPS would be requested for an agenda in the new year.

**11. Next Meeting Date**

Essex County Accessibility Advisory Committee was scheduled to present a delegation to Essex County Council on December 4, 2024.

The next meeting of the Essex County Accessibility Advisory Committee was schedule for 5:00 PM on December 5, 2024 at the Essex County Civic Centre Council Chambers.

**12. Adjournment**

**Moved By** Sherri Currie  
**Seconded By** Julie Miles

That the November 7, 2024 meeting of the Essex County Accessibility Advisory Committee be adjourned at 6:22 PM.

**Carried**